

Housing Finance Authority of Leon County
August 13, 2020
Meeting Minutes

MEMBERS PRESENT: Ms. Marnie George, Chair
Mr. Mike Rogers, Vice Chairman
Mr. Andrew Gay, Treasurer
Mr. Tom Lewis
Ms. Gail Milon
Mr. Charles White

ADMINISTRATOR: Mr. Mark Hendrickson
Ms. Susan Leigh

HFA LEGAL COUNSEL: Mr. Mark Mustian

HFA BOND COUNSEL: None

COUNTY STAFF: None

GUESTS PRESENT: None

Call to Order by Chair George

Chair George called the meeting together via teleconference at 9:00 A.M. She explained the procedures concerning meeting by teleconference, which include (1) each member should identify themselves before making a motion, seconding a motion, or speaking, (2) all votes would be by roll call, and (3) no one should put the call on hold as a precaution against background music.

Agenda Item #1: Membership Roll Call

Staff called the Membership Roll and attending members were Chair George, Vice Chair Rogers, Treasurer Gay, Mr. Lewis, Ms. Milon, and Mr. White. Secretary Sharkey had notified staff more than 24 hours in advance of the meeting that he could not attend and was excused.

Agenda Item #2: Approval of the August 13, 2020, Agenda

Action Taken: #2 Chair George called for a motion for approval of the August 13, 2020 Meeting Agenda. Mr. Gay motioned to approve, and it was 2nd by Mr. Rogers. Motion passed unanimously by roll call vote.

Agenda Item #3: Approval of the May 14, 2020 Minutes

Action Taken: #3 Chair George called for a motion for approval of June 11, 2020 Meeting Minutes. Mr. Gay motioned to approve, and it was 2nd by Mr. Lewis. Motion passed unanimously by roll call vote.

Agenda Item #4 **Public Comment**

There was no public comment.

Action Taken: #4 No action taken

Agenda Items #5A-5C **Financial Reports, Budget & Expenditure Approvals**

Mr. Gay presented the Financial Reports, including the July 31 balance sheet, year-to-date expenditures and income, the backup materials, and the proposed expenditure and debit card approvals.

Action Taken:
5A, 5B, & 5C Ms. Rogers motioned to accept the July 31, 2020 Financial Statement , the Income and Expense Report, and the proposed Expenditure and Debit Card Approval List, and it was 2nd by Ms. Milon. Motion passed unanimously by roll call vote.

Agenda Items #6A **County Update**

Mr. Hendrickson informed the Board that Mr. Wyman had submitted the Emergency Repair report, but was on vacation this week.

Action Taken: #6A No action taken.

Agenda Items #7A **Magnolia Family**

Mr. Hendrickson reported that the \$deal was moving forward with an anticipated bond closing date of early 2021..

Action Taken: #7A No action taken.

Agenda Item #7B: **Emergency Repair Program**

Mr. Hendrickson updated the Board on the status of the program.

Action Taken #7B: No action taken.

Agenda Item #7C: **Real Estate**

Mr. Hendrickson stated that two properties had sold in July, for a total of \$8,750. A discussion followed on the procedures for the land sales, and how the County designated some parcels for donations or sale to non-profits on the Community Land Trust rather than assign them to the broker for sale.

Action Taken #7C: **The Board directed Mr. Hendrickson to (1) distribute the master spreadsheet of properties maintained by Mitzi McGhin to the Board and (2) report at the September meeting on the process including**

which non-profits the County works with in the determination of whether to assign or sell each property.

Agenda Item #7D: Legal Update

Mr. Mustian reported that his firm was working on a foreclosure with a very good chance of recovery of the HFA's \$5,000 DPA loan, but for which his firm had exceeded the \$2,000 limit per case. A discussion followed on the likelihood of recovery of funds and whether it was in the interest of the HFA to expend additional funds.

Mr. Mustian also reported on work the County to amend the Resolution governing HFA activity to make clear that the BOCC did not need to approve the bond method of sale or documents.

Action Taken #7D: Mr. Lewis motioned to approve expenditures on the foreclosure case up to \$4,000, and it was 2nd by Mr. Rogers. Motion passed unanimously by roll call vote.

Agenda Item #7E: Occupancy Report

Mr. Hendrickson reported on the occupancy of HFA funded rental properties and the rehabilitation status at Magnolia Terrace.

Action Taken #7E: No action taken

Agenda Item #7F: To-Do List

Mr. Hendrickson reported that the to-do list was in the Board Packet.

Action Taken #7F: No action taken

Agenda Item #7G: State Legislative Update

Mr. Hendrickson reported on the ongoing effort to seek an appropriation of the vetoed SHIP funds at any Special Session of the legislature.

Action Taken # 7G No action taken.

Agenda Item Other Business

The Board discussed the expiring terms of three Board members who are all seeking reappointment and financial disclosure forms.

Action Taken No action taken.

Agenda Item # 8: Adjournment

On a motion by Mr. Rogers, 2nd by Mr. Lewis, the Board voted unanimously by roll call to adjourn the meeting at 9:55 AM.

 Marnie George, Chair

 Jeffrey Sharkey, Secretary Date:

EXPENDITURE & DEBIT CARD APPROVALS: AUGUST 13, 2020

CHECK NUMBER	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
paid 7-2-20	The Hendrickson Company	Administrator	6-15-20 to 7-14-20	\$ 3,791.67
paid 8-13-20	The Hendrickson Company	Administrator	7-15-20 to 8-14-20	\$ 3,791.67
EFT	The Hendrickson Company	Administrator		\$ 7,583.34
paid 7-2-20	Nabors Giblin & Nickerson	Legal	6-11-20 to 6-30-20	\$ 252.50
paid 8-13-20	Nabors Giblin & Nickerson	Legal	7-13-20 to 7-31-20	\$ 437.50
EFT	Nabors Giblin & Nickerson	Legal		\$ 690.00
	Leon County			
	Leon County			\$ -
DEBIT CARD	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	Jersey Mike's Subs	Operating Supplies: Lunch		
	Office Depot	Copying		